

**CAMPBELL COUNTY
PROJECT DEVELOPMENT BOARD
MINUTES**

October 24, 2007

A regular meeting of the Project Development Board was held on Wednesday, October 24, 2007, 5:00 P.M. at the Campbell County Court House, 330 York Street, Newport, Kentucky.

In attendance at the meeting were Board members:

WILLIAM H. WHITE, CHAIRMAN
JUDGE WILLIAM J. WEHR, CO-CHAIR
JUDGE D. MICHAEL FOELLGER
TARA HALPIN
JUDGE STEVE PENDERY
CHARLES R. PETERS
JUDGE GREGORY T. POPOVICH, SENIOR DISTRICT JUDGE
GARLAN VANHOOK

Hutch Johnson	Attorney for the Board
Ryan Barrows	Ross, Sinclaire & Associates
Bill Pickering	CMW
Chris Greene	CMW
Billy Lane	Coddell Construction
Susan A. Prather	Secretary

The meeting was called to order at 5:00 p.m. by Chairman White. Following roll call, a quorum was declared present.

Minutes from the regular meeting held September 26, 2007 were presented by Chairman White. Motion was made by Mr. Peters and seconded by Judge Pendery to approve the minutes as presented. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Chairman White greeted the public and acknowledged the attendance of Mr. Roger Peterman of Peck Schaeffer, Commonwealth Attorney Jack Porter and Mr. Robert Horine, County Administrator.

Under Old Business, discussion took place regarding the relocation of the office of Driver's License. Judge Wehr noted that the Board previously agreed to forward correspondence requesting the establishment of a satellite office. He noted that the number of visitors experienced by the Office of Driver's License previously thought to be 15,000 to 18,000 annually has been amended to 25,000 annually. Judge Wehr stated that conversation is ongoing in regards to the relocation of the office to the new County Administration building.

There being no New Business to come before the Board, Chairman White called for reports from Staff.

Chairman White had no report to submit.

Next, the report of AOC was invited by Chairman White. Mr. Garlan Vanhook stated that the need exists for a hard copy plan of the existing building and facilities. He recommended completion of an existing conditions survey as proposed by CMW. Brief discussion took place as to the cost incurred with completion of such a report. Motion was made by Judge Wehr to approve the modification of the A/E contract with CMW as an additional service in order to document existing facts of the building subject to and upon approval of AOC Budget. The motion was seconded by Judge Pendery. Mr. Vanhook commented that such a report will add value at the time of bidding. There being no further discussion, all voted "AYE" and the motion passed unanimously.

The report of the Architectural Agent was next on the agenda. Mr. Bill Pickering requested that a special meeting be set in order to present and discuss the concept and design of the renovation and new construction. The Special Meeting was then set for Wednesday, November 7 at 3:00 p.m. Next, Mr. Chris Greene presented the Status Report of CMW. He noted that three environmental proposals have been received with one firm declining. Judge Wehr questioned whether the Board should move forward with Phase 2 of the environmental study as Phase 1 would identify the location of underground storage units of which the Board is already familiar. Mr. Greene explained that Phase 1 considers several factors in addition to the existence of underground storage tanks. Brief discussion then ensued regarding the firms submitting the proposals. Motion was then made by Judge Foellger and seconded by Judge Wehr to recommend the retention of BHE Environmental to the Court House Commission for the completion of Phase I of the Environmental Investigation Assessment. There being no further discussion, all voted "AYE" and the motion passed unanimously.

The report of the Financial Agent was then invited by Chairman White. Mr. Ryan Barrows recommended going to market to secure short term financing. He explained that the criteria have been met as required by the Budget Committee. Mr. Barrows then introduced Mr. Roger Peterman of Peck Schaeffer. Mr. Peterman thanked the Board for selecting his firm to act as Bond Counsel. He provided a brief explanation as to the process pointing out the need for the establishment of a property corporation in order to issue debt. Lengthy discussion ensued regarding the proper manner in which to establish such a corporation along with the amount of financing to be secured whether being 3.5M, 5M or 10M. Motion was made by Mr. Peters that the Project Development Board allow the Campbell County Court House Commission to establish the public properties corporation and apply for 5M in bond capacity. The motion was seconded by Ms. Halpin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

The Construction Manager report was next on the agenda. Mr. Billy Lane, Construction Manager, stated he will be speaking with the Engineers to work on conceptual pricing in order to begin budgeting items. Judge Wehr commented that Pendleton County experienced high costs upon bid openings. Mr. Pickering explained that current rates have increased \$15.00 per square foot from last Spring.

Next, Chairman White invited the report of the Board Attorney. Mr. Hutch Johnson had no additional report to submit.

Chairman White then suggested reviewing meeting dates and times for 2008. It was the consensus of the Board to set the 2008 schedule at the next regular meeting of the Project Development Board. He issued a reminder that a special meeting has been set for November 7 at 3:00 p.m. and the next regularly scheduled meeting is to be held November 28 at 5:00 p.m.

Judge Popovich then questioned whether discussion is taking place with the Commonwealth Attorney as to the rental/lease of space in the new building. Judge Wehr stated that such conversation is occurring.

There being no further business to come before the Board, motion was made by Judge Wehr and seconded by Mr. Peters to adjourn the meeting. The meeting was adjourned at 6:20 p.m.

APPROVED:

WILLIAM H. WHITE
CHAIRMAN

ATTEST:

SUSAN A. PRATHER
SECRETARY